

Indiana Department of Education

Division of Exceptional Learners

COMPLAINT INVESTIGATION SUMMARY

COMPLAINT NUMBER:	1933.02
COMPLAINT INVESTIGATOR:	Sandie Scudder
DATE OF COMPLAINT:	July 10, 2002
DATE OF REPORT:	August 9, 2002
REQUEST FOR RECONSIDERATION:	n/a
DATE OF CLOSURE:	August 22, 2002

COMPLAINT ISSUES:

Whether the Randolph Eastern School Corporation and the Greater Randolph Interlocal violated:

511 IAC 7-27-5 by failing to provide the parent with a written report of the May 17, 2002, case conference committee (CCC) meeting within 10 business days of the date of the CCC meeting.

FINDINGS OF FACT:

1. The student (Student) is seven years old, and is eligible for special education and related services as a student with a communication disorder.
2. Although the school principal asserts that the meeting on May 17, 2002, was not a case conference committee meeting, Findings of Fact #4 and #5 in the report for Complaint #1919.02 found that the meeting convened on May 17, 2002, was a CCC meeting. Conclusion #3 in that report concluded the school failed to comply with the requirement that the parent be provided with adequate written notice of the May 17 CCC meeting. The school did not contest these findings or conclusion. Further, in a letter dated July 15, 2002, the superintendent refers to the May 17 meeting as a case conference committee meeting.
3. At the May 17, 2002 meeting, the CCC determined the Student eligible for services and agreed that they would draft the Student's IEP at a subsequent meeting. No written report of the May 17 CCC meeting was provided to the parent.

CONCLUSION:

Findings of Fact #2 and #3 reflect that a CCC convened on May 17, 2002, and that the school failed to provide the parent with a written report of the CCC meeting. Therefore, a violation of 511 IAC 7-27-5 is found.

The Department of Education, Division of Exceptional Learners requires the following corrective action based on the Findings of Fact and Conclusions listed above.

CORRECTIVE ACTION:

The Randolph Eastern School Corporation and the Greater Randolph Interlocal shall send a written reminder to school administrators and appropriate special education personnel that a written report of a CCC meeting must be completed and provided to the parent. **A copy of the memorandum and a list of the individuals receiving the written memorandum must be submitted to the Division no later than August 30, 2002.**